



WILLIAM T FUJIOKA
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

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Board of Supervisors
GLORIA MOLINA
First District

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MICHAEL D. ANTONOVICH
Fifth District

December 14, 2010

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:
SPECIAL ENFORCEMENT BUREAU REPLACEMENT FACILITY
ADOPT, ADVERTISE, AND AWARD
SPECS. 6551; CAPITAL PROJECT NO. 77397
(FIRST DISTRICT) (3 VOTES)**

SUBJECT

This action will adopt the plans and specifications, advertise for bids, and award a contract for construction of the new vehicle service building and covered car wash, which is a component of the Special Enforcement Bureau (SEB) Replacement Facility project located on Eastern Avenue Hill.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Adopt plans and specifications for construction of the new vehicle service building and covered car wash, which is a component of the Special Enforcement Bureau Replacement Facility project at an estimated construction cost of \$1,150,000, and instruct the Executive Officer-Clerk of the Board to advertise for bids to be received and opened on January 11, 2011, in accordance with the Instruction Sheet for Publishing Legal Advertisements.
2. Authorize the Director of Public Works to execute a consultant services agreement with the apparent Lowest Responsive and Responsible Bidder to prepare a baseline construction schedule for a \$3,500 not-to-exceed fee and establish the effective date thereof.

"To Enrich Lives Through Effective And Caring Service"

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3. Delegate to the Director of Public Works the authority to determine, in accordance with the applicable contract and bid specifications, whether the apparent Lowest Responsive and Responsible Bidder has timely prepared a satisfactory baseline construction schedule and satisfied all conditions for contract award, including the criteria adopted by your Board for contract award; to award and execute the construction contract, in the form previously approved by County Counsel, to the apparent Lowest Responsive and Responsible Bidder; and to establish the effective date of the contract upon receipt by the Director of Public Works of acceptable Faithful Performance and Payment bonds and evidence of required contractor insurance.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will adopt plans and specifications for construction, allow the Department of Public Works (Public Works) to solicit bids for construction of the new vehicle service building and covered car wash, which is a component of the SEB project located on Eastern Avenue Hill, and award a construction contract once the Lowest Responsive and Responsible Bidder has been determined.

On February 16, 2010, your Board authorized Public Works to finalize the plans and specifications for the remaining work of the project, which includes the new vehicle service building and covered car wash. The new vehicle service building will provide work space to address repairs and modifications to specialty vehicles used by SEB. Plans and specifications for these remaining project components are now complete, and we are recommending that your Board approve the plans and specifications and advertise for bids to construct the project.

Upon receipt and review of all bids, the apparent Lowest Responsive and Responsible Bidder will be determined. If the Lowest Responsive and Responsible bid can be awarded within your Board approved total project budget, Public Works will proceed with the contract award. If the bid cannot be accommodated within the approved total project budget, a contract will not be awarded, and we will return to your Board with a revised project scope of work and/or funding recommendations.

The proposed consultant agreement with the apparent Lowest Responsive and Responsible Bidder to prepare a baseline construction schedule that conforms to the County's schedule specification is critical to successfully manage the construction activities by both the contractor and the County, and a responsible contractor must be able to produce such a construction schedule. Bid specifications provide that if the apparent lowest bidder fails to complete an acceptable schedule, the bidder may be determined to be nonresponsive and that the Chief Executive Office may recommend

determined to be nonresponsible and that the Chief Executive Office may recommend awarding the construction contract to the next lowest bidder, contingent on the next lowest bidder's completion of a baseline schedule that conforms to the County's specifications (see State Public Contracting definitions in the Fact and Provisions section).

Sustainable Design Program

The project supports your Board's Sustainable Design Program by using energy efficient light fixtures with light sensor controls and water-saving plumbing fixtures. It is anticipated that there will be savings due to a reduction in electricity and water consumption as a result of the sustainable elements included in the design.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs that we provide Operational Effectiveness (Goal 1) by establishing a centralized area for Homeland Security Training. It also supports Public Safety (Goal 5) by investing in public infrastructure to improve the safety and security of the people of the County of Los Angeles.

FISCAL IMPACT/FINANCING

The Public Works' fair construction cost estimate for the base construction contract is \$1,150,000. In no event will a contract be awarded over the estimated amount without returning to your Board for approval.

On February 20, 2007, your Board approved a revised total project budget of \$16,057,000 for the SEB Replacement Facility project, which includes plans and specifications, plan check, consultant services, County services, equipment, and construction. Sufficient funds are available in the Fiscal Year 2010-11 Capital Projects/Refurbishments Budget under Capital Project No. 77397 to fund the construction contract and project.

The Project Schedule and Budget Summaries are included in Attachment A.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The contract contains terms and conditions supporting your Board's ordinances and policies, including, but not limited to, County Code Chapter 2.200, Child Support Compliance Program; County Code Chapter 2.202, Contractor Responsibility and Debarment; County Code Chapter 2.203, Contractor Employee Jury Service Program;

Policy 5.050, County's Greater Avenues for Independence and General Relief Opportunities (GAIN/GROW); Board Policy 5.060, Reporting of Improper Solicitations; Board Policy 5.110, Contract Language to Assist in Placement of Displaced County Workers; and Board Policy 5.135, Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law).

Applicable law, including the State Public Contract Code, requires the County to award construction contracts to the apparent Lowest Responsive and Responsible Bidder, which refers to the firm that: (1) submits the bid with the lowest cost; (2) is deemed by the County to be "responsive" to specific criteria under the solicitation, including, but not limited to, licensure, bonding, and insurance requirements; and (3) is determined by the County to be a "responsible" bidder by exhibiting the quality, fitness, capacity, experience, and trustworthiness to satisfactorily perform the work required under the bid solicitation.

To ensure that the contract is awarded to the Lowest Responsive and Responsible Bidder with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, criminal convictions, civil litigation, defaulted contracts with the County, complaints filed with the contractors' State License Board, labor law/payroll violations, and debarment actions. As provided for in Board Policy 5.140, the information reported by the contractor will be considered before making a recommendation to award.

Per your Board's Civic Art Policy adopted in December 2004, and revised on December 15, 2009, the project cost does not include an allocation for the Civic Art Fund because the project was authorized prior to approval of the Civic Art Policy.

ENVIRONMENTAL DOCUMENTATION

On November 30, 2004, your Board approved the Mitigated Negative Declaration (MND) and adopted the Mitigation Measures and Monitoring Program prepared by David Evans and Associates for this project. On January 24, 2006, your Board approved an addendum to the MND, which addressed additional grading work, and determined the changes were not substantial and would not involve new significant environmental effects or a substantial increase in previously identified significant effects, such that no subsequent MND was required pursuant to Sections 15162 and 15164 of the State of California Environmental Quality Act guidelines. The recommended actions are within the scope of the project in the previously approved MND and addendum to the MND. A Notice of Determination was filed with the Registrar-Recorder/County Clerk.

CONTRACTING PROCESS

Standard contracts, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees that they may be eligible for the Federal Earned Income Credit under the Federal income tax law (Federal Income Tax Law, Internal Revenue Service Notice 1015).

Advertising for bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Attachment B).

As requested by your Board on February 3, 1998, this contract opportunity will be listed on the Doing Business with us website.

The contract requires the contractor to pay its employees applicable prevailing wages in accordance with the California Labor Code.

Participation by Community Business Enterprises (CBEs) in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith effort of bidders to utilize CBEs.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Public Works and the Sheriff's Department will take the appropriate measures to minimize any impacts on departmental operations during completion of the SEB Replacement Facility project.

The Honorable Board of Supervisors
December 14, 2010
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CONCLUSION

Please return one adopted copy of this letter to the Chief Executive Office, Capital Projects Division; the Department of Public Works, Project Management Division II; and the Sheriff's Department, Facilities Planning Bureau.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

WTF:GF:DJT
DKM:TJ:zu

Attachments

c: Executive Office, Board of Supervisors
Arts Commission
Auditor-Controller
County Counsel
Affirmative Action Compliance
Public Works
Sheriff

December 14, 2010

ATTACHMENT A

**DEPARTMENT OF PUBLIC WORKS:
SPECIAL ENFORCEMENT BUREAU REPLACEMENT FACILITY
ADOPT, ADVERTISE, AND AWARD
SPECS 6551; CAPITAL PROJECT NO. 77397
(FIRST DISTRICT) (3 VOTES)**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date	Revised Completion Date
Design		
Contract Execution	03/03/10	03/17/10*
Construction Document Submittal	05/01/10	05/24/10*
Jurisdictional Approval	07/26/10	11/04/10
Bid and Award	11/09/10	04/06/11
Construction Substantial Completion	06/30/11	10/20/11
Acceptance	08/30/11	05/08/12

* Indicates completed activity

II. PROJECT BUDGET SUMMARY

Budget Category	SEB Replacement Facility Project Prior Expenditure	SEB Replacement Facility Project Remaining Work	Total SEB Replacement Facility Project Budget
Relocation Costs	\$ 100,000	\$ 0	\$ 100,000
Construction			
Construction Contracts	\$ 2,892,720	\$ 2,180,479	\$ 5,073,199
Bid Contingency (0 percent)	0	0	0
Change Orders – Construction	\$ 2,380,591	\$ 261,657	\$ 2,642,248
Demolition	0	0	0
Utility Connection Fee	0	0	0
Departmental Crafts	0	0	0
Youth Employment	0	0	0
Equipment	0	0	0
Construction Consultants	0	0	0
Misc. Expense	0	0	0
Telecomm Equip – Affixed to Building	0	0	0
Civic Art	N/A	N/A	N/A
Subtotal	\$ 5,273,311	\$ 2,442,136	\$ 7,715,447
Equipment	\$ 250,000	\$ 0	\$ 250,000
Plans and Specifications	\$ 1,446,917	\$ 216,000	\$ 1,662,917
Consultant Services			
Deputy Inspection	\$ 13,500	\$ 23,000	\$ 36,500
Site Planning	0	0	0
Methane Consultant	\$ 191,510	\$ 51,520	\$ 243,030
Geotech/Soils Test	\$ 195,666	\$ 7,000	\$ 202,666
Material Testing	\$ 0	\$ 20,000	\$ 20,000
Cost Estimating/Constructability Reviews	0	\$ 20,000	\$ 20,000
Topographic Surveys	0	0	0
Construction Management	0	0	0
Construction Administration	0	0	0
Environmental	0	0	0
Move Management	0	0	0
Equipment Planning	0	0	0
Legal	0	0	0
Scheduling	0	0	0
Contract/Change Order	0	0	0
Other	\$ 0	\$ 0	\$ 0
Subtotal	\$ 400,676	\$ 121,520	\$ 522,196

II. PROJECT BUDGET SUMMARY (continued)

Budget Category	SEB Replacement Facility Project Prior Expenditure	SEB Replacement Facility Project Remaining Work	Total SEB Replacement Facility Project Budget
Miscellaneous Expenditures			
Printing/Other	\$ 580,000	\$ 10,000	\$ 590,000
Furniture, Fixtures, and Equipment	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	\$ 580,000	\$ 10,000	\$ 590,000
Jurisdictional Review/Plan Check/Permit	\$ 60,000	\$ 34,500	\$ 94,500
County Services			
Code Compliance and Quality Control			
Inspections	\$ 0	\$ 70,200	\$ 70,200
Design Review	0	0	0
Design Services	0	0	0
Contract Administration	0	\$ 40,000	\$ 40,000
AED Support Services	0	0	0
Project Management	0	\$ 138,721	\$ 138,721
Project Management Support Services	0	\$ 100,000	\$ 100,000
Secretarial	0	\$ 5,000	\$ 5,000
Document Control	0	\$ 5,000	\$ 5,000
ISD Job Order Contract Management	0		0
DPW Job Order Contract Management	0		0
ISD ITS Communications	0		0
Project Security	0		0
Project Technical Support	0	\$ 10,000	\$ 10,000
Consultant Contract Recovery	0	\$ 15,000	\$ 15,000
Office of Affirmative Action	0	\$ 9,500	\$ 9,500
County Counsel	0	0	0
County Services	<u>\$ 484,289</u>	<u>\$ 0</u>	<u>\$ 484,289</u>
Subtotal	\$ 484,289	\$ 393,421	\$ 877,710
Other Prior Project Expenditure	\$ 2,643,807		\$ 2,643,807
Contingency (Unforeseen Site Conditions)		\$ 1,600,423	\$ 1,600,423
Subtotal	\$ 11,239,000	\$ 4,818,000	\$16,057,000

December 14, 2010

ATTACHMENT B

**DEPARTMENT OF PUBLIC WORKS:
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(FIRST DISTRICT) (3 VOTES)**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishings, materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS.</u>	<u>PROJECT</u>	<u>BID DOC. FEE</u>	<u>DATE OF BID OPENING</u>
1	6551	Special Enforcement Bureau Replacement Facility Project 1060 North Eastern Avenue Los Angeles, CA 90063	\$25	01/11/11

Copies of the project manual and drawings may be obtained at the Cashier's office, Department of Public Works, 900 South Fremont Avenue, Mezzanine Floor, Alhambra, California 91803, for the fee stated above. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's office no later than 10:45 a.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 11:00 a.m. on this date in Architectural Engineering Division Conference Room, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess an active B license classification at the time of bid submittal. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project. The contractor and all of its subcontractors of any tier shall be required to pay prevailing wages to all workers employed in the execution of the project in accordance with Labor Code Section 1770 et seq. Copies of prevailing rate of per diem wages are on file at Public Works, which shall be made available to any interested party upon request.

PRE-BID CONFERENCE

The Public Works' Project Management Team will hold a nonmandatory prebid conference at 10 a.m. on December 28, 2010, at the project job site to provide information on the project, bidding process, and answer any questions that the potential bidders may have. For further directions, please contact Kathleen Gandara with the Public Works' Architectural Engineering Division at (626) 458-2566.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, to contract with Community Business Enterprises.

The project is subject to State Water Resources Control Board's (SWRCB) new Construction General Permit (CGP) effective July 1, 2010, for Discharges of Storm Water Runoff associated with the construction and land disturbance activities. Bidders are expected to understand and be responsible for all activities required by the State regarding these new requirements.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical or inconsequential errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 458-2563.



Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del Departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California dated December 14, 2010.

Specs. 6551

SACHI A. HAMAI, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES